

## EDITED KSA LISTING

### CLASS: NURSE CONSULTANT III (SUPERVISOR)

*NOTE: Each position within this classification may be required to possess all or some of these knowledge, skills or abilities.*

#	Knowledge, Skill, Ability
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	Knowledge of:
<b>K1.</b>	Comprehensive knowledge of the principles, techniques, methods, and procedures of current nursing practices to promote quality health care services to persons committed to the California Department of Corrections and Rehabilitation (CDCR).
<b>K2.</b>	Comprehensive knowledge of current philosophies and patterns of nursing education to provide education and training to field health care staff regarding health care issues, and current nursing practices.
<b>K3.</b>	Comprehensive knowledge of principles and methods of consultation to provide nursing expertise, direction, information and technical assistance to various agencies (public and private), department staff and the public.
<b>K4.</b>	Comprehensive knowledge of group processes to effectively function as a team member/team leader.
<b>K5.</b>	Comprehensive knowledge of problem solving techniques, to provide direction and guidance to staff, and to ensure compliance and consistency with court mandates, laws, rules, policies, procedures, regulations, etc.
<b>K6.</b>	General knowledge of research principles and methodology to conduct studies, evaluate results, provide information to management, and make recommendations for implementation of new programs and modifications to existing programs, etc.
<b>K7.</b>	Comprehensive knowledge of roles, responsibilities, and interrelationships of the various health disciplines and agencies to obtain information, provide effective consultation, and promote quality health care to persons committed to the CDCR.
<b>K8.</b>	General knowledge of cultural and sociological patterns of persons committed to the CDCR as they affect health care delivery, to develop programs, nursing components of related programs, standards, policies, procedures, etc., and to provide consultation.

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#	Knowledge, Skill, Ability
<b>K9.</b>	Comprehensive knowledge of State and Federal legislation related to health services to provide effective consultation, direct/guide staff, and promote quality health care to persons committed to the CDCR.
<b>K10.</b>	Comprehensive knowledge of the administration and organization of health care delivery systems to provide direction/guidance to staff, implement programs, promote quality health care to persons committed to the CDCR, and ensure compliance and consistency with court mandates, laws, rules, regulations, etc.
<b>K11.</b>	Comprehensive knowledge of techniques of program development, monitoring and evaluation to promote quality health care to persons committed to the CDCR, and ensure compliance and consistency with court mandates, laws, rules, regulations, etc.
<b>K12.</b>	Comprehensive knowledge of principles and practices of effective supervision to direct and manage an area of responsibility and the work activities of employees.
<b>K13.</b>	Comprehensive knowledge of techniques of employee training and development to maintain a qualified workforce and promote quality health care to persons committed to the CDCR.
<b>K14.</b>	Comprehensive knowledge of a supervisor's responsibility for promoting equal opportunity in hiring, employee development and promotion, and for maintaining a work environment which is free of discrimination and harassment.

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	Skill to:
<b>S1.</b>	Skill to effectively provide consultation and technical assistance to staff, quality health care to persons committed to the CDCR, and ensure compliance and consistency with court mandates, laws, rules, regulations, policies, procedures, etc.
<b>S2.</b>	Skill to establish and maintain the confidence and cooperation of personnel within the department and other agencies (public and private) to promote quality health care to persons committed to the CDCR, and ensure compliance and consistency with court mandates, laws, rules, regulations, policies, procedures, etc.
<b>S3.</b>	Skill to analyze situations accurately and take effective action to direct/guide staff, promote quality health care to persons committed to the CDCR, and ensure compliance and consistency with court mandates, laws, rules, regulations, policies, procedures, etc.
<b>S4.</b>	Skill to communicate effectively in order to exchange and/or provide information, and build and maintain cooperative working relationships.
<b>S5.</b>	Skill to prepare written reports, documents, memoranda, etc. to provide information to management and others, guide/direct staff, obtain resources, and record activities.
<b>S6.</b>	Skill to apply principles of administration of nursing and health care services to direct/guide staff, promote quality health care to persons committed to the CDCR, and ensure compliance and consistency with court mandates, laws, rules, regulations, policies, procedures, etc.
<b>S7.</b>	Skill to effectively supervise, train, and evaluate subordinate staff to develop and retain a qualified workforce to carry out the mission of the HCSD.

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#	Knowledge, Skill, Ability
<b>S8.</b>	Skill to manage a health program or project to direct/guide staff, promote quality health care to persons committed to the CDCR, and ensure compliance and consistency with court mandates, laws, rules, regulations, policies, procedures, etc.
<b>S9.</b>	Skill to establish and maintain priorities in order to complete assignments within desired timelines.
<b>S10.</b>	Skill to effectively promote equal opportunity in employment and maintain a work environment that is free of discrimination and harassment.
<b>S11.</b>	Skill to operate a computer in order to access, enter, update and retrieve information.

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#	Knowledge, Skill, Ability
	<b>Willingness to:</b>
<b>WC1.</b>	Willingness to abide by and adhere to safety policies and provisions (e.g., wear personal alarm, carry whistle, etc.) applicable to specific work assignments.
<b>WC2.</b>	Willingness to work in a State correctional facility at various custody/security levels.
<b>WC3.</b>	Willingness to work around inmates/parolees, including some who may be infected with contagious diseases such as Hepatitis C, HIV/AIDS, or tuberculosis.
<b>WC4.</b>	Willingness to actively participate in the peer review and clinical quality review process.
<b>WC5.</b>	Willingness to participate in the audit process.
<b>WC6.</b>	Willingness to provide instruction or oversight regarding departmental policies, procedures, standards, and practices to other employees, outside consultants, and/or members of the public.
<b>WC7.</b>	Willingness to participate in team meetings, committees, special projects, etc. as required and/or assigned by your supervisor/manager.

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<b>WC8.</b>	Willingness to bend, stoop, climb stairs, push, pull, twist, and briskly walk a minimum of 50 yards.
<b>WC9.</b>	Willingness to work until assignments are completed.
<b>WC10.</b>	Willingness to travel extensively throughout the state for short periods of time (such as, two to three days at a time).
<b>WC11.</b>	Willingness to travel extensively throughout the state for extended periods of time (that is, five or more days at a time or multiple short-duration trips taken on a near-continuous basis).
<b>WC12.</b>	Willingness to have and maintain a valid first aid and/or CPR certificate.
<b>WC13.</b>	Willingness to maintain your professional license in good standing (e.g., medical license, Psychologist license, Registered Nurse license, etc.).